

**Explore Careers** and Plan Your Future With RUReady.ND.gov



## How can I find out which careers might match my interests?

You can start by going to <u>RUReady.ND.gov</u> and taking the Career Cluster Survey!

## What is RUReady.ND.gov?

 <u>RUReady.ND.gov</u> is an education and career planning program available to everyone in North Dakota – from pre-K to adult!

### What are Career Clusters?

- Career Clusters are broad groups of occupations and industries that share common features.
- If you like one job in a cluster, you will probably find other jobs in that cluster that you will like as well.
- Careers with the same knowledge and skills are grouped in the same cluster.
- Each cluster may include hundreds of different careers.



## **There are 16 Career Clusters**

- Agriculture, Food & Natural Resources
- Architecture & Construction
- Arts, Audio/Video Technology & Communications
- Business, Management & Administration
- Education & Training
- Finance
- Government & Public Administration
- Health Science
- Hospitality & Tourism
- Human Services
- Information Technology
- Law, Public Safety, Corrections & Security
- Manufacturing
- Marketing, Sales & Service
- Science, Technology, Engineering & Mathematics
- Transportation, Distribution & Logistics





## **Benefits of Career Clusters**

## Why use career clusters to explore careers and plan your future?

Thinking ahead and preparing for careers is helpful if you are headed to the workplace or college. Some careers that are common today may not be needed tomorrow. And all careers require flexibility, knowledge, and skills.

- Think big. Career clusters help you take a broad look at your options through six career fields and the options within
  each field.
- **Get excited.** Choices seem endless but remember you're in control. Exploring clusters can get you excited about your options as you discover what's best for you.
- Save time. Exploring groups of similar occupations helps you select and eliminate choices more quickly than researching many individual occupations.
- **Spend wisely.** Make wise decisions about what you're going to study. Don't declare a major quickly and then realize halfway through the program that a different career interests you more.
- Take control. Base your career choice on your own dreams and interests. Career clusters help you learn about all the types of careers available, so you don't leave the decision to chance.
- Stand out. Grab employers' attention by knowing the skill requirements and knowledge for specific fields and jobs.



## How do I access RUReady.ND.gov?

## This is my first time using RUReady.ND.gov:

### I'm a PUBLIC SCHOOL student in grades 6-12:

- 1. Go to RUReady.ND.gov.
- 2. You already have an account at your school, do not create a new account.
- 3. In the **Sign In** section, enter your Portfolio Name and Password as follows:
  - Account Name: nd.lastname.firstname.mmddyyyy
     Example: nd.doe.john.11221999 (your birthdate)
  - Password (your birthdate): mmddyyyy
     Example: 11221999
- 4. Click Sign In.
- 5. You will be prompted to change your password the first time you sign in. Consider using your student ID number.

### I'm a PRIVATE or TRIBAL SCHOOL student in grades 6-12:

- 1. Go to RUReady.ND.gov.
- 2. Click Create an Account.
- 3. Click on the role that best describes you (Middle School or High School Student.)
- 4. Enter your name and date of birth and select your school and graduation year.
- 5. Select your Account Name and Password with care. You will use this to access the site.
- 6. Complete the Account Security questions.
- 7. Check the box if you agree to the privacy policy and terms of the site.
- 8. Click Submit.

### I've used RUReady.ND.gov before:

- 1. Go to RUReady.ND.gov.
- 2. Click Sign In.
- 3. Enter your Account Name and Password.



If you are unable to sign in, ask your counselor or teacher to reset your password.



## The UserWay Widget

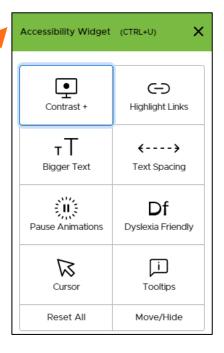
The UserWay widget offers assistance with the following:

- Contrast
- Highlight Links
- Bigger Text
- Text Spacing

- Pause Animations
- Dyslexia Friendly
- Cursor
- Tooltips



Click on the green UserWay icon in the in upper righthand corner of the screen to select accessibility tools.





## Find the Career Cluster Survey

Click on the CAREER PLANNING tab.

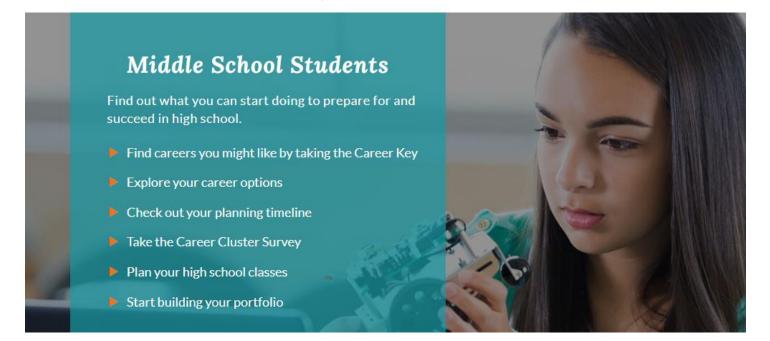




COLLEGE

FINANCIAL AID PLANNING

YOUR PORTFOLIO





### Click on Learn About Yourself.

### **CAREER PLANNING**



#### **Learn About Yourself**

Discover your interests, skills, and work values! Then match them to careers.



### **Explore Careers**

Search for careers that match who you are, your goals, and plans.



#### Get a Job

Create resumes, practice your interview skills, and more!



#### Voices

Ask questions. Get answers. Hear what others, just like you, are going through.



## Click on Career Cluster Survey

#### **LEARN ABOUT YOURSELF**

You can learn about yourself in many different ways. Explore how who you are

tches with careers by using one or all of the career assessments listed below.



#### Interest Profiler

Figure out what interests you have and match them to careers.

( Duration: 10-20 minutes



#### **Career Cluster Survey**

Find out which career cluster is right for you with this quick survey.

() Duration: 15-25 minutes



#### **Basic Skills Survey**

Find out what careers require your basic skills.

() Duration: 30-45 minutes



#### Transferable Skills Checklist

See how the skills you've learned can lead to new opportunities.

( Duration: 30 minutes



#### **Work Values**

Find your work values and match them to career options.

( Duration: 5-15 minutes



#### The Career Key

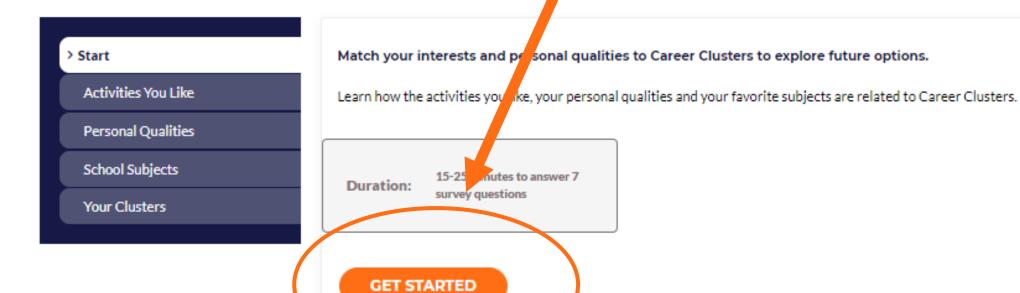
Discover your career interest areas in a few quick steps.

O Duration: 10-15 minutes



## Click on **GET STARTED**

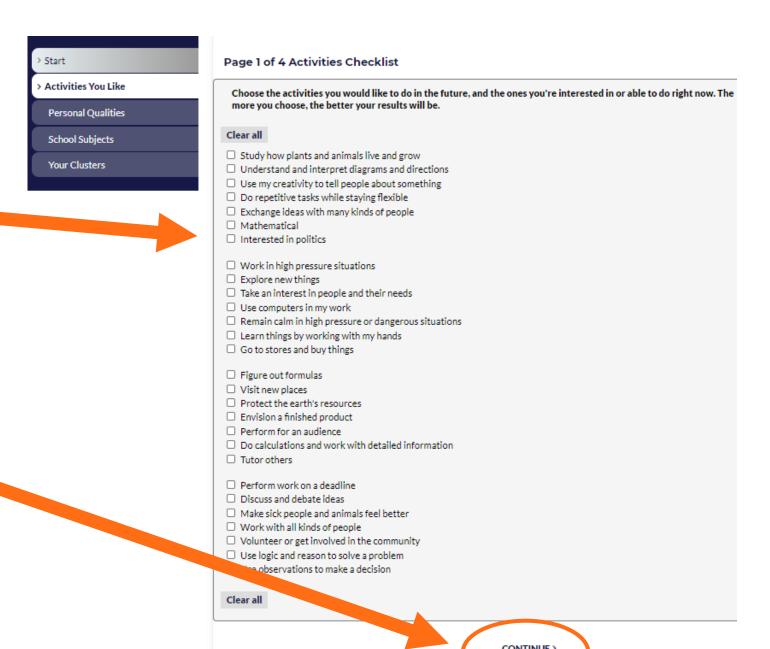
#### **CAREER CLUSTER SURVEY**





Click on all the activities you would like to do in the future or right now.

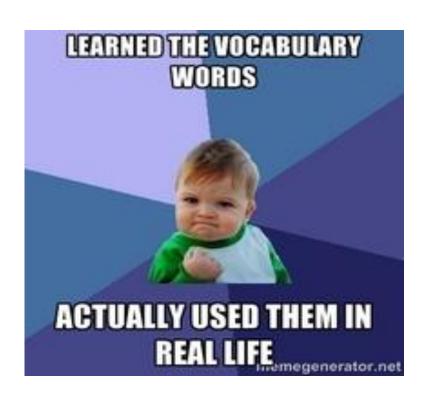
Click **CONTINUE** at the bottom.





## Here is some vocabulary you may want to know before moving to the next section of checklists:

- **Inquisitive** eager for knowledge, curious
- **Tactful** skill in handling difficult situations
- Keen smart, sharp
- Rational reasonable, good sense
- Methodical orderly, careful
- Civic-minded want to make a difference in community
- Impartial fair, not favoring one idea or person
- Diplomatic skilled in handling sensitive information
- Perceptive recognize/identify behaviors, problems, concerns
- Analytical you can break down information & examine parts





Click on all of your personal qualities.

Click **CONTINUE** at the bottom.



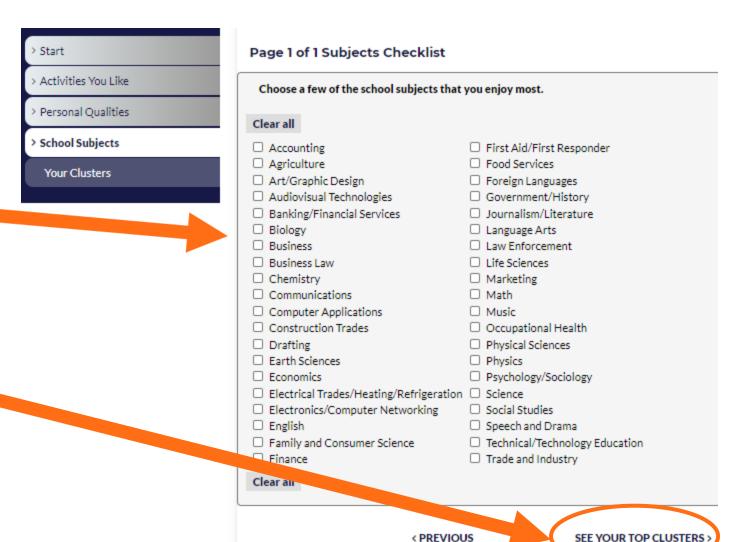
#### Page 1 of 2 Personal Qualities Checklist

Choose some of the words below that describe you best.	
Clear all	
☐ Independent ☐ Inquisitive ☐ Able to use creativity and imagination ☐ Well-ordered and efficient ☐ Sociable ☐ Trustworthy ☐ Able to communicate clearly	<ul> <li>□ Certain</li> <li>□ Neat and organized</li> <li>□ Competitive</li> <li>□ Good at following directions</li> <li>□ Inspired</li> <li>□ Compassionate</li> <li>□ Able to see the details in the big picture</li> </ul>
<ul> <li>□ Kind-hearted</li> <li>□ Tactful</li> <li>□ Good communicator/good listener</li> <li>□ Rational thinker</li> <li>□ Daring</li> <li>□ Practical</li> <li>□ Keen</li> </ul>	Reliable Observant Aggressive Curious Mechanical Energetic Detail-orientated
Good at details Sensible Someone who enjoys nature Able to follow directions Can use a large vocabulary with confidence Realistic and rational	☐ Interested in new technology ☐ Tolerant ☐ Ready to lend a hand ☐ Confident ☐ Interested in community service ☐ Thoughtful and precise
	<previous continue=""></previous>



Click on all the school subjects you like or enjoy.

Click **SEE YOUR TOP CLUSTERS** at the bottom.





## **Your Results**



CAREER HIGH SCHOOL COLLEGE FINANCIAL AID YOUR
PLANNING PLANNING PLANNING PORTFOLIO

PLANNING PLANNING PORTFOLIO

LEARN ABOUT YOURSELF EXPLORE CAREERS

Science, Technology, Engineering and Mathematics

GET A JOB

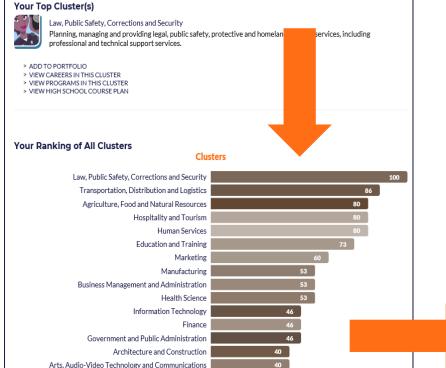
VOICES

Rank

#### **CAREER CLUSTER SURVEY**

PRINT THIS E-MAIL THIS PDF THIS





#### Study how plants and animals live and grow Independent Agriculture Biology Use my creativity to tell people about Inquisitive Able to use creativity and Construction Trades Do repetitive tasks while staying flexible imagination Well-ordered and efficient Drafting Exchange ideas with many kinds of people Electrical Explore new things Sociable Trades/Heating/Refrigeration Take an interest in people and their needs Family and Consumer Science First Aid/First Responder Trustworthy Remain calm in high pressure or dangerous Able to communicate clearly situations Kind-hearted Food Services Learn things by working with my hands Tactful Government/History Visit new places Protect the earth's resources Good communicator/good listener Law Enforcement Rational thinker Life Sciences Envision a finished product Darring Perform work on a deadline Make sick people and animals feel better Practical Music Occupational Health Keen Work with all kinds of people Good at details Physical Sciences Volunteer or set involved in the community Sensible Physics Use observations to make a decision Someone who enjoys nature Psychology/Sociology Assemble something Be the one to direct things Able to follow directions Social Studies Can use a large vocabulary with Trade and Industry Be able to notice and react quickly confidence Lead a group of people Realistic and rational Plan things to do and work together with other Certain people Plan fun activities for other people Neat and organized Good at following directions Listen to other people's opinions, even if I don't agree Communicate with others Compassionate Able to see the details in the big Figure out a mechanical problem Take care of the environment picture Reliable Organize activities for other people Observant Learn about health and science Curious Mechanical Have an adaptable schedule Help people be their best Energetic Be in charge Tolerant Do things that yield material results Investigate how something works Find productive ways to do things Confident Interested in community service Do artistic and creative things Cooperative Not interested in material things Be in charge of several things at once Do a lot of different things that may change Determined frequently Active obvisically Help people make decisions Imaginative Work with people of all ages Coordinated Adjust to the unexpected Good at planning Follow the rules Able to see the possibilities Predict needs and be ready for them. Empathize with others' feelings Use technology to record pictures and sounds Diplomatic Inquisitive Act quickly and calmly in emergency situations Rational Communicate clearly and politely Patient. Come up with a new way to do something Friendly and outgoing Operate tools and machinery Focused Figure out the best way do something by experimenting Motivated Drive or ride Perceptive Plan my work and follow instructions Able to solve problems imaginatively Calm and determined independently Assist others in rising above difficulties Don't give up easily Dependable Someone who likes to listen to Take pride in my appearance Explore new places Learn more about how other people live others Consistent and organized Get to know all types of people Examine and evaluate others' behavior Good at solving problems Good listener Don't get mad easily Open-minded Look at the bright side Influential Good at mechanics Organized

Your Survey Selections

Your reflections on your Career Cluster Survey results:

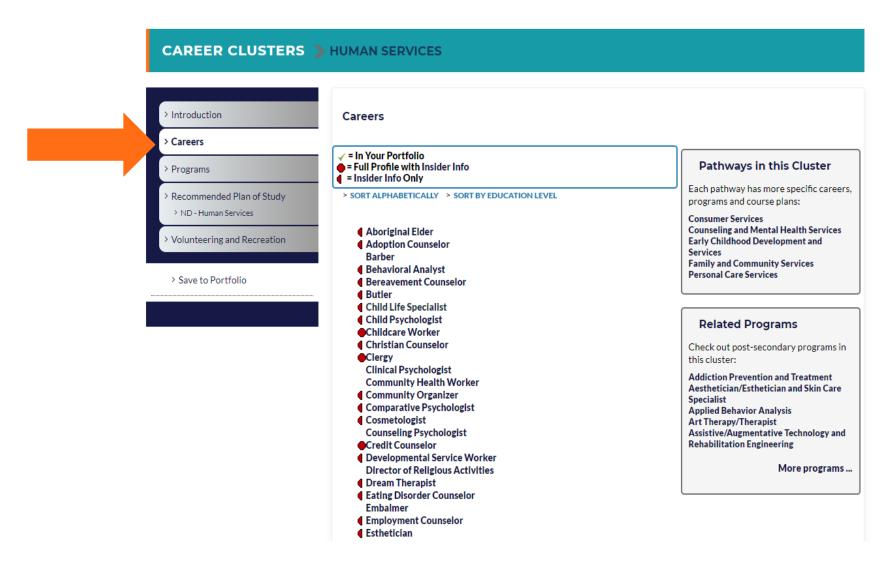
Do these Career Clusters sound like they would involve careers in which you would be interested? Why do you think these clusters were suggested for you?

\*\*SAWE\*\*

\*\*Moderate 1000 characters\*\*



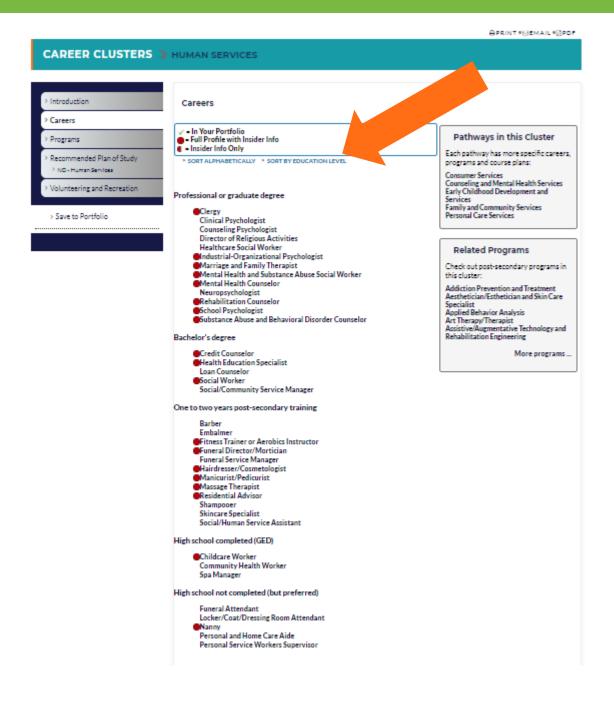
# Click on Careers





## Sort by **Education Level**

- Professional or Graduate Degree
  - = 6+, 8+, or 12-16+ years of college
- Bachelor's Degree
  - = 4 years of college
- Associate's Degree
  - = 2 years of college
- Postsecondary training
  - = some college with on-the-job training
- Military





If available, watch the career video. Choose items from the menu on the right to learn more about the career.

Notice the information at the top, Average Salary, Education, Job Outlook.

**Human Services** 

#### **Health Education Specialist**



RY

EDUCATION Bachelor's degree



JOB OUTLOOK
Stable

#### What They Do

Health Educators Career Video

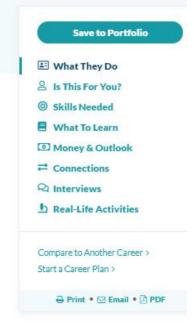


Provides and manages health education programs that help individuals, families, and their communities maximize and maintain healthy lifestyles. Collects and analyzes data to identify community needs prior to planning, implementing, monitoring, and evaluating programs designed to encourage healthy lifestyles, policies, and environments. May serve as a resource to assist individuals, other healthcare workers, or the community, and may administer fiscal resources for health education programs.

This career is part of the Human Services cluster Family and Community Services pathway.

#### A person in this career:

- Prepares and distributes health education materials, such as reports, bulletins, and visual aids, to address smoking, vaccines, and other public health concerns.
- Develops and maintains cooperative working relationships with agencies and organizations interested in public health care.
- Maintains databases, mailing lists, telephone networks, and other information to facilitate the functioning of health education programs.





## Your Portfolio

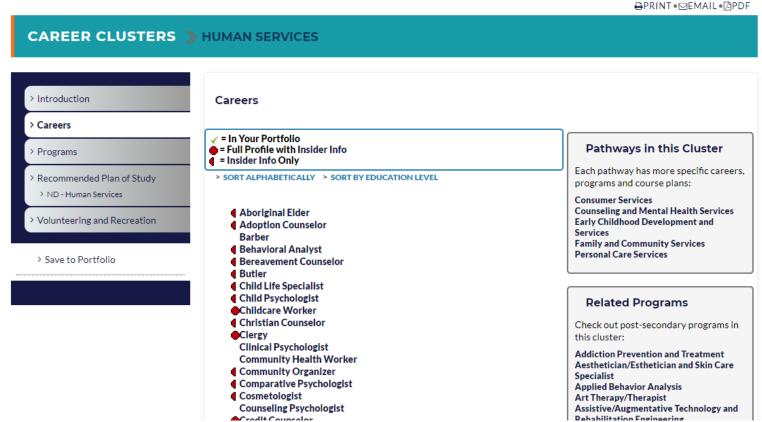


CAREER HIGH SCHOOL COLLEGE FINANCIAL AID YOUR PLANNING PLANNING PORTFOLIO

**GET A JOB** 

VOICES

**EXPLORE CAREERS** 



LEARN ABOUT YOURSELF





CAREER PLANNING HIGH SCHOOL PLANNING

COLLEGE PLANNING FINANCIAL AID PLANNING

YOUR **PORTFOLIO** 

CAREER PLANNING FINANCIAL AID PLANNING

YOUR PROFILE

HIGH SCHOOL PLANNING YOUR JOURNAL

COLLEGE PLANNING

## Your **Journal**

#### YOUR PORTFOLIO



North Dakota Choice Ready



#### Your Profile

Personalize your portfolio by recording your future goals, experiences, extra-curricular activities etc.



#### Career Planning Portfolio

Review your saved careers and assessment results and describe your work experiences.



### High School Planning Portfolio

Update your plan of study and high school results.



#### College Planning Portfolio

Update your future educational plans and college preparation

Record your ideas, questions, and thoughts as



### Financial Aid Planning Portfolio

Review your financial aid plans



Your Journal

you make your plans.

#### Your Planning Milestones

Track your progress on items you need to complete.

#### **COMMUNICATION LOG**

#### No Log Entries

There are no entries in your communication log.

#### **SEND & RECEIVE MESSAGES**

There are no messages in your inbox.

All Messages >

#### **EVENT CALENDAR**

No upcoming events.

All events >

#### **ACCOUNT ACCESS ACTIVITY**

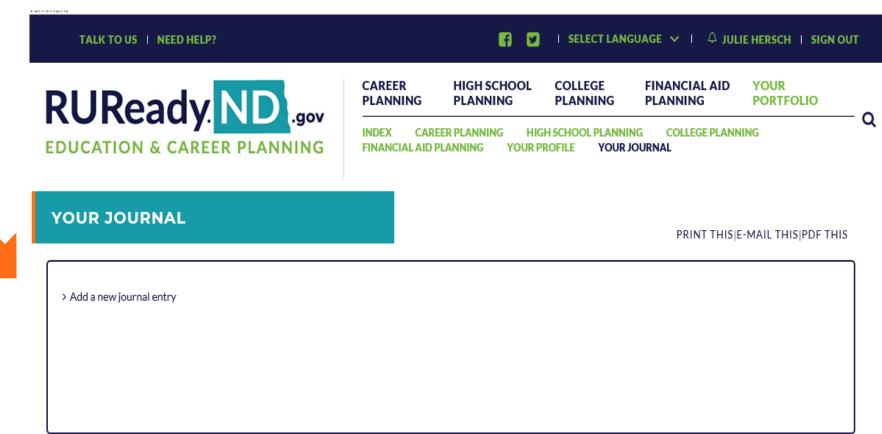
View account access activity>

PARENT/GUARDIAN ACCESS TO YOUR PORTFOLIO

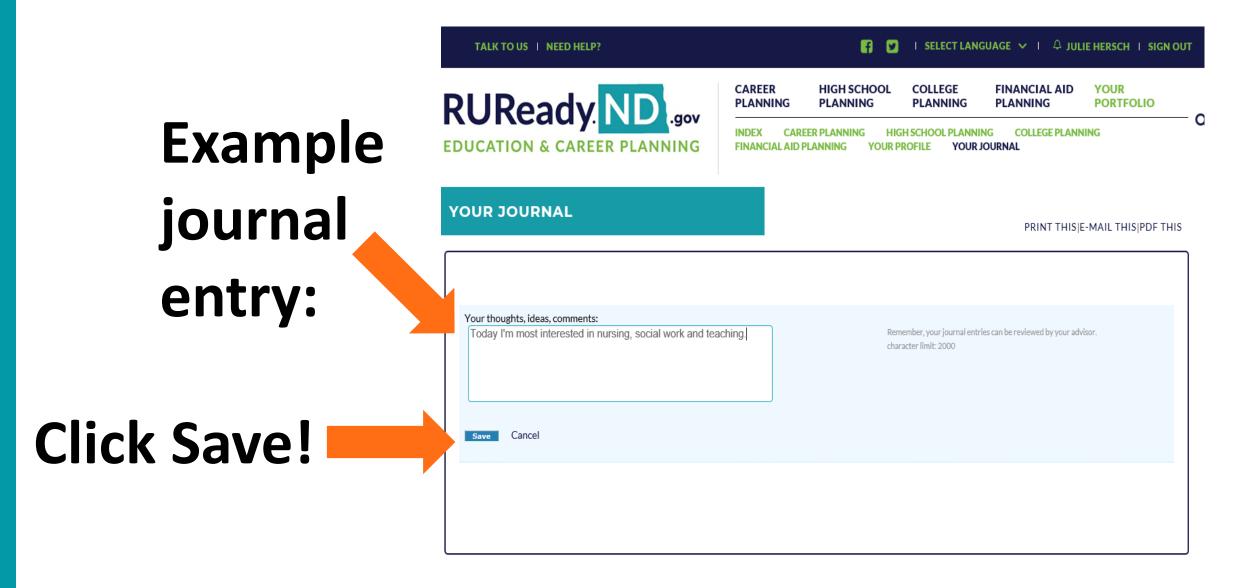




Add a new journal entry









# Take-Away



- Did you learn anything new about yourself?
- How will you use this information in the future?